

**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES**

**HVAC TECHNICIAN SERVICES**

**Solicitation #: DCAM-16-NC-0034**

**Amendment No. 1  
Issued: October 28, 2015**

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This Amendment Number 01 is issued by e-mail on October 28, 2015. Except as modified hereby, the Request for Proposals ("RFP") remains unmodified.

**Item #1**

**Sign-In Sheet:** A copy of the sign-in sheet from the preproposal conference is attached.

**Item #2**

**Meeting Minutes:** The meeting minutes from the preproposal conference are attached.

**Item #3**

**The bid date remains unchanged.** Proposals are due by **November 5, 2015 at 2:00 pm EST.** Proposals that are hand-delivered should be delivered to the attention of: Alicia Norris, Contract Specialist, at **Frank D. Reeves Center, 2000 14<sup>th</sup> Street, NW, 8<sup>th</sup> floor, Washington, DC 20009.**

- End of Amendment No. 1 -

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES



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HVAC TECHNICIAN SERVICES

Solicitation #: DCAM-16-NC-0034

Preproposal Conference  
October 27, 2015

Sign-in Sheet

1. Name: SASI Phone: 202-636-1041  
Company: Huger Corporation  
Email Address: someon@hugercorporation.com  
Have you registered for the Constant Contact E-Mailing List? YES ☒ NO ☐  
Is your company a certified business enterprise? YES ☒ NO ☐  
Type of services performed: HVAC  
Interested in bidding as a prime or a subcontractor? YES
2. Name: Leslie Titcomb Phone: 301-921-9557  
Company: HWH  
Email Address: Leslie@harveyhottel.com  
Have you registered for the Constant Contact E-Mailing List? YES ☒ NO ☐  
Is your company a certified business enterprise? YES ☐ NO ☒  
Type of services performed: HWACR  
Interested in bidding as a prime or a subcontractor? prime
3. Name: Brandon Moore Phone: 240-572-5412  
Company: Poland Trane Services  
Email Address: Brandon.Moore@poland.com  
Have you registered for the Constant Contact E-Mailing List? YES ☐ NO ☒  
Is your company a certified business enterprise? YES ☐ NO ☒  
Type of services performed: HVAC service  
Interested in bidding as a prime or a subcontractor? Either
4. Name: Howard Stalky Phone: 703-431-5797  
Company: Carrier  
Email Address: howard.stalky@carrier.utc.com  
Have you registered for the Constant Contact E-Mailing List? YES ☐ NO ☒  
Is your company a certified business enterprise? YES ☐ NO ☒  
Type of services performed: HVAC, Equip, Energy  
Interested in bidding as a prime or a subcontractor? yes

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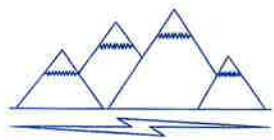
HVAC TECHNICIAN SERVICES

Solicitation #: DCAM-16-NC-0034

Preproposal Conference  
October 27, 2015

Sign-in Sheet

1. Name: JUAN BAIVÉ Phone: 571-364-3966  
Company: PARAMOUNT mechanical  
Email Address: jbaive@PARAMOUNT-mech  
Have you registered for the Constant Contact E-Mailing List? YES ☒ NO ☐  
Is your company a certified business enterprise? YES ☒ NO ☐  
Type of services performed: HVAC  
Interested in bidding as a prime or a subcontractor? \_\_\_\_\_
2. Name: Dan McBride Phone: 703-898-0283  
Company: Carrier Corporation  
Email Address: dan.mcbride@carrier.vtc.com  
Have you registered for the Constant Contact E-Mailing List? YES ☐ NO ☒  
Is your company a certified business enterprise? YES ☒ NO ☐  
Type of services performed: HVAC, controls,  
Interested in bidding as a prime or a subcontractor? Both
3. Name: LEWIS KELLEY Phone: 202 691 8751  
Company: NSC  
Email Address: L.KELLEY@NSCINC1.COM  
Have you registered for the Constant Contact E-Mailing List? YES ☒ NO ☐  
Is your company a certified business enterprise? YES ☒ NO ☐  
Type of services performed: CONSTRUCTION, HVAC  
Interested in bidding as a prime or a subcontractor? PRIME/SUB
4. Name: Juanita Hardy Phone: 202-291-2367  
Company: ServiceMax Inc  
Email Address: KurtBoyd@servicemaxinc.net  
Have you registered for the Constant Contact E-Mailing List? YES ☐ NO ☒  
Is your company a certified business enterprise? YES ☒ NO ☐  
Type of services performed: HVAC Services  
Interested in bidding as a prime or a subcontractor? Both



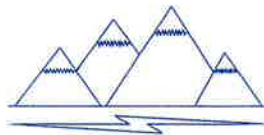
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### ServiceMax Inc.

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**Kurt Boyd**

President

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**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**DEPARTMENT OF GENERAL SERVICES**



**HVAC TECHNICIAN SERVICES**

**Solicitation #: DCAM-16-NC-0034**  
**Preproposal Conference Meeting Minutes**  
**October 27, 2015**

1. A non-mandatory preproposal meeting was held on October 27, 2015 at 11:30 a.m.
2. Introductions were made and an overview of the procurement process was presented.
  - a. The Department reserves the right to award up to four contracts, with anticipated business volume of approximately \$1.5 to 2 million per contract.
  - b. Contractors may bid on up to 4 groups, and may specify capacity limits or group preferences.
  - c. Business cards and sign-in sheet will be issued by amendment.
  - d. The Form of Contract will be issued by amendment. Please review the business terms included in the contract; this is the contract the Department expects the contractor to sign. Modifications can be submitted with your proposals, though these will be considered as part of the evaluation process.
  - e. The proposal should be submitted relative to the RFP, any amendments thereto, and the Form of Contract.
  - f. The contract will be for a one-year base term plus two possible option years.
  - g. The cost submitted by the Offerors should be fully loaded hourly rates (include truck, small tools, spare parts) (standard and overtime), plus material mark-up percentage.
3. A description of the project was presented.
  - a. Contractors will provide HVAC technician services at various District of Columbia public schools, parks and recreation facilities, and certain other municipal facilities, for the group(s) they are awarded.
  - b. Contractor must be available to handle service calls around the clock, with 7-10 full time technicians.
4. Economic Inclusion requirements were reviewed.
  - a. 50% of the contract dollars should go to CBEs certified by the District's Department of Small and Local Business Development; 35% of the dollars should go to SBEs; and 20% of the dollars should go to DBEs.
  - b. The Service Contract Act and The Living Wage Act are applicable.
  - c. There is a District workforce utilization goal, and contractors should try to maximize their use of District residents on this project. Contractors and their subcontractors will also be required to enter into First Source agreements.

5. Questions and Answers

- a. Can you bid on something less than a group? No.
  - b. Are you required to bid on every labor category requested in the RFP? Yes, the Department is looking to engage a contractor who can provide all of the requested labor categories.
  - c. Can you explain the CBE requirements? As outlined in the RFP (and as will be further explained in the form of contract), 50% of the contract dollars should go to CBEs certified by the District's Department of Small and Local Business Development; 35% of the dollars should go to SBEs; and 20% of the dollars should go to DBEs. Offerors are required to submit an LSDBE utilization plan with their proposals that outlines how they plan to meet the Department's LSDBE requirements.
  - d. Is scheduled maintenance part of this contract? No – this is an emergency response contract.
  - e. Is there a bid bond requirement? No.
  - f. Are the current contracts available? The Department will check on this request.
6. The Department concluded by stating that several amendments will be issued in the upcoming days and encouraged Offerors to sign-in before leaving.